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M E M O R A N D U M

TO: West Lafayette Board of Public Works and Safety

CC: Diane Foster
Nicole Stocks

FROM: Chandler M. Poole
Director

DATE: August 3, 2012

SUBJECT: **New Hire – Edith Gonzalez**

I request permission to hire a new intern, Edith Gonzalez. Edith Gonzalez was a wonderful addition to our department this summer as an unpaid intern and we were grateful to have her energy and expertise on hand at the Sagamore West Farmers Market. We'd now like to continue that relationship through the upcoming school year and have her continue as an intern from August until May at a pay rate of \$10/hour.